Assignment 5: Set the Scene

You are going to make the first scene in your story.

Refer to the planner you completed in Assignment 3.

You will learn to add a picture background, insert images, and make a callout.

Illustrated instructions explain how to construct a digital story using Google Slides or PowerPoint.

- Click the New slide arrow.  
  Pick Title Only or Caption.

Introduce the Story Using a Text Box

- Type inside the text box:
  Explain what is happening in the beginning of the story. Introduce the characters and describe the setting.

- To adjust the alignment, click Align. Pick an option.

- Change the fill, border color, border weight, or border dash.

- Format the font, size, style, or color of text.
Resize, Move, or Rotate a Text Box

- Select the text box.
  - Edit the shape and position of the text box:
    - Click and drag a handle IN or OUT to resize it.
    - Click and drag on the center of the text box to move it.
    - Click on the rotate handle and turn the mouse to change the angle.

Add an Image for the Slide Background

- Click on a blank area of the slide to deselect the text box.
- Click Background.
  - Beside Image, click Choose image.
  - Click Search.
    - In the search box, type a search word to look for a background. Click Search.
    - Scroll through the pictures until you find one you like.
    - Click on it and then click Select.
- Click Done.

Search Word Tips: Use these words or combine them with a search word to find a background. Make the word plural to change the search results.

<table>
<thead>
<tr>
<th>gradient</th>
<th>fabric</th>
<th>pattern</th>
<th>paper</th>
<th>texture</th>
</tr>
</thead>
<tbody>
<tr>
<td>wall</td>
<td>wood</td>
<td>background</td>
<td>wallpaper</td>
<td>abstract</td>
</tr>
<tr>
<td>design</td>
<td>scene</td>
<td>scenery</td>
<td>nature</td>
<td>fantasy</td>
</tr>
<tr>
<td>landscape</td>
<td>scape</td>
<td>painting</td>
<td>art</td>
<td>summer</td>
</tr>
<tr>
<td>dark or light</td>
<td>night</td>
<td>colorful</td>
<td>free</td>
<td>stock</td>
</tr>
<tr>
<td>watercolor</td>
<td>presentation</td>
<td>sketch</td>
<td>vector</td>
<td>drawing</td>
</tr>
</tbody>
</table>
**Insert Character**

- Click Image.
- Click Search the web from the menu.
  In the search pane, type a **search word clip art**. Press ENTER.
- Click on a character you like. Click **Insert**.
- Use your skills to resize and move the character.

**Draw a Callout to Make the Character Speak or Think**

- Click **Shape**.
- Click the **Callouts** category, then pick a shape.

- Click and drag to draw a callout. Type inside the callout.
- Rest the mouse over the diamond-shaped handle. Drag it to change the direction of the tail.
- Use your skills to resize and place the callout.

What is your character saying or thinking?

Click on an image thumbnail to see a preview. Look for a checkerboard background. This indicates the background is transparent. Click **Insert** from the preview window or click the arrow.

**Tools are enlarged to make them easy to identify.**
Use Skills to Complete the Slide

Complete the first scene in your story. Use text boxes and callouts to explain what is happening.

Use your skills to create the scene:

- Fill objects with color.
- Set the line style.
- Format the font.
- Set the font size.
- Apply a font style.
- Change the font color.
- Insert an image.
- Draw a callout.

Story Making Tips:

- any shape can have text added
- use shapes to draw objects in the scene
- use the text box to describe the action
- show your scene to a friend – is there enough information to understand what is happening?

Complete the Extension Activity 2 Picture Workshop to learn to recolor and crop images.

Sign Out from Google Drive

Story making tips guide students through the writing process.